

WISEdata Finance is Coming!

DPI School Financial
Services Team

February/March 2021



WISCONSIN DEPARTMENT OF
PUBLIC INSTRUCTION

Carolyn Stanford Taylor, State Superintendent

WISEdata Finance

**Financial data goes directly from
your financial data system to DPI
(just like your SIS today)**



WISEdata Finance

- **Data feeds directly into DPI financial reporting**
- **SFS reports focus on additional details & specific aid programs**



Goals of WISEdata Finance

1. Improved data accuracy
2. Reduced reporting burden
3. Better public reporting



Improved Data Accuracy

- **Eliminate manual steps between your financial system & our reports**
- **Ensure that corrections are made on your books & reported to DPI**



Improved Data Accuracy

- **Better & more flexible automation of SFS Team annual data reviews**
- **Links from WISEdata Finance to other DPI financial systems**



Reduced Reporting Burden

- **Retiring the PI-1504 Budget Report—statutory reporting requirement will be met with a WISEdata Finance snapshot**

Also retiring the School Level Budget



Reduced Reporting Burden

- **Eliminating the SE reports and separate levels of WUFAR detail**

Fall 2022: New Special Ed Aid claim will link to WISEstaff, ELO, and WISEdata Finance

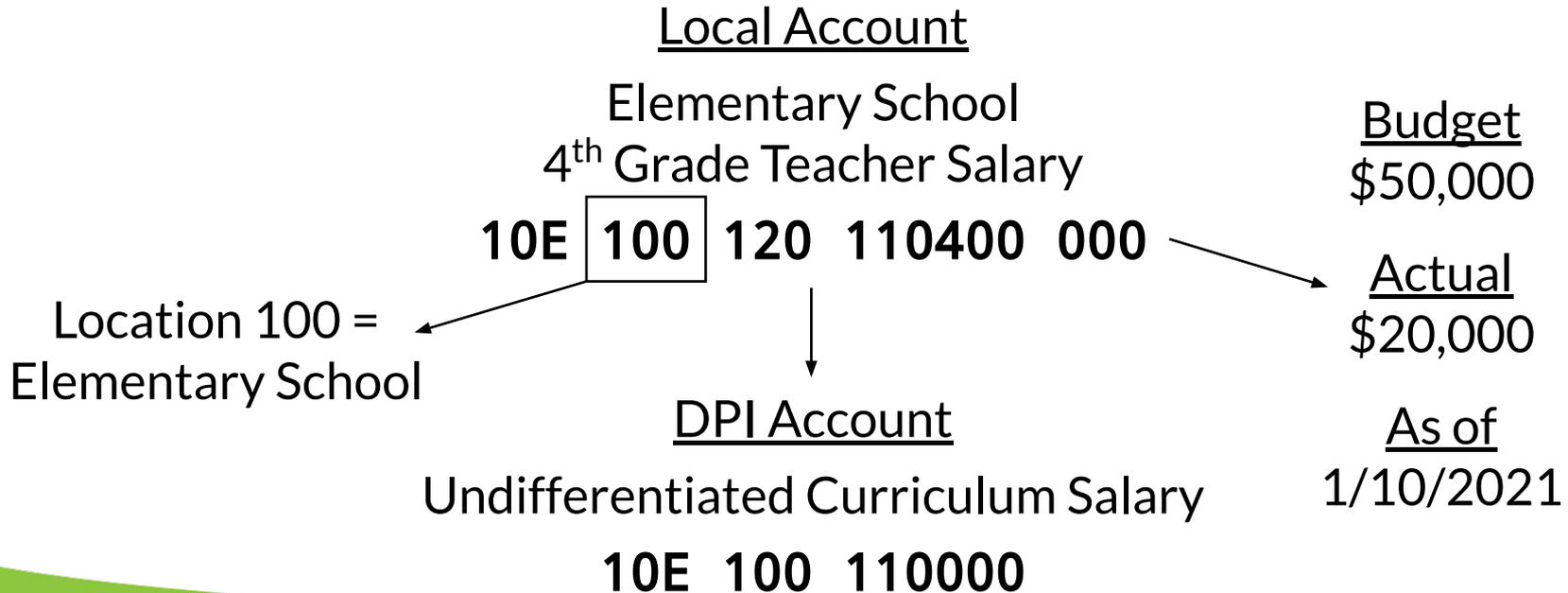


Better Public Reporting

- Capacity to link WUFAR accounts directly to federal reporting categories
- Ability to support legislative financial transparency initiatives



WISEdata Finance Ed-Fi Model



What does this remind us of?

Accounting Report

Oct. 2020

Account							Adopted	FYTD
<u>Fd</u>	<u>T</u>	<u>Loc</u>	<u>Obj</u>	<u>Func</u>	<u>Prj</u>	<u>Budget</u>	<u>Actual</u>	
10	E	800	310	231000	000	\$50,000.00	\$11,602.17	
10	E	100	310	241000	000	\$10,000.00	\$907.50	



Account “Tags”

- Vendors must be able to attach “tags” to WUFAR accounts
- Tags drive School Level Reporting and other DPI reports



Account “Tags”

- Location code must connect to a school or the district/
LEA as a whole
- Multiple location codes can connect to the same place

10 E 800 165 252000 000
District-Wide

80 E 900 411 393000 000

27 E 400 482 156600 341
High School



Account “Tags”

- Correct DPI grant project codes recommended
- Option to tag accounts as exclusions

10 E 800 165 252000 000

Exclusion

~~80 E 900 411 393000 000~~

27 E 400 482 156600 341

IDEA Flow-Through



Account “Tags”

- Q: What if we don't use the correct DPI project code?
- **A: Project/Program Tag**

10 E 800 165 252000 000

Exclusion

~~80 E 900 411 393000 000~~

27 E 400 482 156600 341

IDEA Flow-Through



Account “Tags”

- Project/Program Tag identifies a local project with a specific program

10 E 150 162 11040 901

Local definition: **Title I-A**
(DPI project 141)

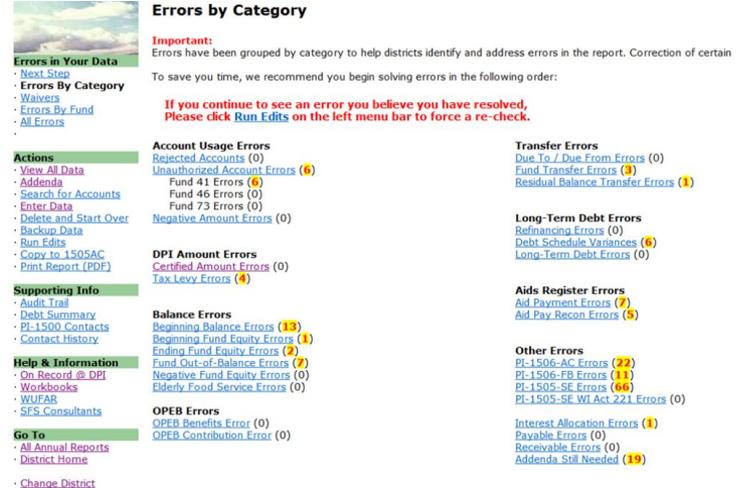
Project/Program Tag:

FedT1A



SAFR Mindset

- “Doing the report” means clearing errors
- Fixing the report doesn’t require fixing your books (although you really should!)



Errors in Your Data

- Next Step
- Errors By Category**
- Waivers
- Errors By Fund
- All Errors

Actions

- View All Data
- Addenda
- Search for Accounts
- Enter Data
- Delete and Start Over
- Backup Data
- Run Edits
- Copy to 1505AC
- Print Report (PDF)

Supporting Info

- Audit Trail
- Debt Summary
- PI-1500 Contacts
- Contact History

Help & Information

- On Record @ DPI
- Workbooks
- WUFAB
- SFS Consultants

Go To

- All Annual Reports
- District Home
- Change District

Errors by Category

Important:
Errors have been grouped by category to help districts identify and address errors in the report. Correction of certain errors will require a re-check.

To save you time, we recommend you begin solving errors in the following order:

If you continue to see an error you believe you have resolved, Please click Run Edits on the left menu bar to force a re-check.

Account Usage Errors

- Rejected Accounts (0)
- Unauthorized Account Errors (6)
 - Fund 41 Errors (6)
 - Fund 46 Errors (0)
 - Fund 73 Errors (0)
- Negative Amount Errors (0)

DPI Amount Errors

- Certified Amount Errors (0)
- Tax Levy Errors (4)

Balance Errors

- Beginning Balance Errors (13)
- Beginning Fund Equity Errors (1)
- Ending Fund Equity Errors (4)
- Fund Out-of-Balance Errors (7)
- Negative Fund Equity Errors (0)
- Elderly Food Service Errors (0)

OPEB Errors

- OPEB Benefits Error (0)
- OPEB Contribution Error (0)

Transfer Errors

- Due To / Due From Errors (0)
- Fund Transfer Errors (3)
- Residual Balance Transfer Errors (1)

Long-Term Debt Errors

- Refinancing Errors (0)
- Debt Schedule Variances (6)
- Long-Term Debt Errors (0)

Aids Register Errors

- Aid Payment Errors (4)
- Aid Pay Recon Errors (5)

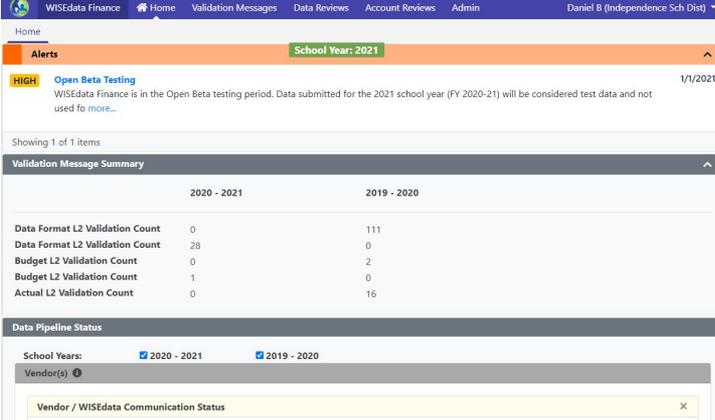
Other Errors

- PI-1506-AC Errors (22)
- PI-1506-FB Errors (11)
- PI-1505-SE Errors (66)
- PI-1505-SE W/ Act 721 Errors (0)
- Interest Allocation Errors (1)
- Payable Errors (0)
- Receivable Errors (0)
- Addenda Still Needed (19)



WISEdata Finance Mindset

- “Doing the report”
means pushing clean data
Fixing your books is how you fix
your reporting



The screenshot displays the WISEdata Finance application interface. The top navigation bar includes links for Home, Validation Messages, Data Reviews, Account Reviews, and Admin, along with the user name Daniel B (Independence Sch Dist). The main content area is divided into several sections:

- Alerts:** A notification titled "Open Beta Testing" with a "HIGH" severity level, dated 1/1/2021. The message states: "WISEdata Finance is in the Open Beta testing period. Data submitted for the 2021 school year (FY 2020-21) will be considered test data and not used for more..."
- Validation Message Summary:** A table comparing validation counts for the 2020-2021 and 2019-2020 school years.
- Data Pipeline Status:** A section with filters for School Years (2020-2021 and 2019-2020) and a Vendor(s) dropdown menu.

	2020 - 2021	2019 - 2020
Data Format L2 Validation Count	0	111
Data Format L2 Validation Count	28	0
Budget L2 Validation Count	0	2
Budget L2 Validation Count	1	0
Actual L2 Validation Count	0	16



Quick Demo

The screenshot displays the WISEdata Finance portal interface. At the top, there is a navigation bar with links for Home, Validation Messages, Data Reviews, Account Reviews, and Admin. The user is identified as Daniel B. (Wis Dept of Public Instruction). Below the navigation bar, there is a 'Home' button and an 'Alerts' section for the 'School Year: 2021'. A high-priority alert titled 'Open Beta Testing' is shown, dated 1/1/2021, stating that data submitted for the 2021 school year (FY 2020-21) will be considered test data. Below the alert, a 'Validation Message Summary' table compares validation counts for the 2020-2021 and 2019-2020 school years. The table shows zero counts for Data Format L2, Budget L2, and Actual L2 validation counts in both years. The 'Data Pipeline Status' section shows that both 2020-2021 and 2019-2020 school years are selected. Below this, there is a 'Vendor(s)' section with a dropdown menu for 'Vendor / WISEdata Communication Status'. A tooltip or help text is visible, explaining that the section provides a list of vendors approved for integration and that the goal is to alert users of the status of vendor communication in the last 24 hours.

WISEdata Finance Home Validation Messages Data Reviews Account Reviews Admin Daniel B. (Wis Dept of Public Instruction)

Home

Alerts School Year: 2021

HIGH Open Beta Testing 1/1/2021
WISEdata Finance is in the Open Beta testing period. Data submitted for the 2021 school year (FY 2020-21) will be considered test data and not used for more...

Showing 1 of 1 items

Validation Message Summary

	2020 - 2021	2019 - 2020
Data Format L2 Validation Count	0	0
Budget L2 Validation Count	0	0
Actual L2 Validation Count	0	0

Data Pipeline Status

School Years: 2020 - 2021 2019 - 2020

Vendor(s) ⓘ

Vendor / WISEdata Communication Status X

This section provides a list of vendors used by your district that you have approved for integration with WISEdata Finance. **The goal is to alert you of the status of the specific vendor's communication in the last 24 hours.** Vendor RF&D transactions may be included or excluded depending on whether the user setting is check /

wisedata.dpi.wi.gov/FinancePortal



Help and Customer Service

- **Getting set up in WISEsecure:
WISEhome Customer Service**

dpi.wi.gov/wise/wiseshome-info

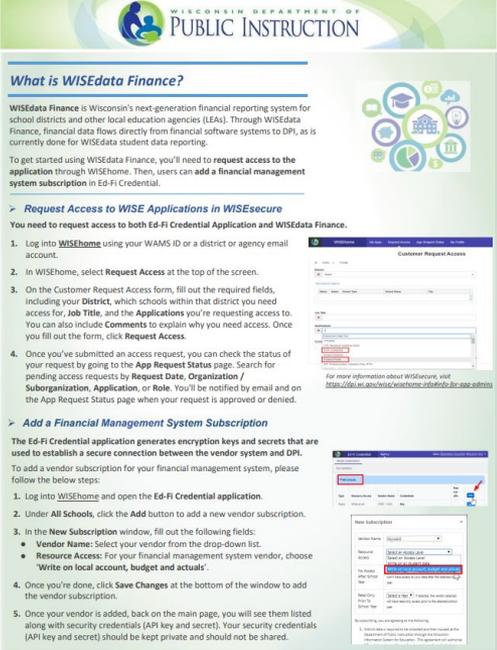
[dpi.wi.gov/wise/secure-home-info/
asm-help-ticket](https://dpi.wi.gov/wise/secure-home-info/asm-help-ticket)

NOTE: SFS Team can't assist with WISEhome



Help and Customer Service

- Getting set up in **WISEsecure:**
New one-page guide
at dpi.wi.gov/sfs/wdf



The screenshot shows the 'What is WISEdata Finance?' page. It includes a header with the Wisconsin Department of Public Instruction logo and a navigation menu. The main content area has a heading 'What is WISEdata Finance?' followed by a paragraph explaining the system. Below this is a section titled 'Request Access to WISE Applications in WISEsecure' with a numbered list of steps. To the right of the text are two screenshots of the WISEsecure interface: one showing the 'Customer Request Access' form and another showing the 'New Subscription' window. A small circular icon with various symbols is also visible on the right side of the page.

What is WISEdata Finance?

WISEdata Finance is Wisconsin's next-generation financial reporting system for school districts and other local education agencies (LEAs). Through WISEdata Finance, financial data flows directly from financial software systems to DPI, as is currently done for WISEdata student data reporting.

To get started using WISEdata Finance, you'll need to **request access** to the application through WISEhome. Then, users can **add a financial management system subscription** in Ed-Fi Credential.

Request Access to WISE Applications in WISEsecure

You need to request access to both Ed-Fi Credential Application and WISEdata Finance.

1. Log into **WISEhome** using your WAMS ID or a district or agency email account.
2. In WISEhome, select **Request Access** at the top of the screen.
3. On the Customer Request Access form, fill out the required fields, including your **District**, which schools within that district you need access for, **Job Title**, and the **Applications** you're requesting access to. You can also include **Comments** to explain why you need access. Once you fill out the form, click **Request Access**.
4. Once you've submitted an access request, you can check the status of your request by going to the **App Request Status** page. Search for pending access requests by **Request Date**, **Organization / Suborganization**, **Application**, or **Role**. You'll be notified by email and on the App Request Status page when your request is approved or denied.

Add a Financial Management System Subscription

The Ed-Fi Credential application generates encryption keys and secrets that are used to establish a secure connection between the vendor system and DPI. To add a vendor subscription for your financial management system, please follow the below steps:

1. Log into **WISEhome** and open the **Ed-Fi Credential application**.
2. Under **All Schools**, click the **Add** button to add a new vendor subscription.
3. In the **New Subscription** window, fill out the following fields:
 - **Vendor Name:** Select your vendor from the drop-down list.
 - **Resource Access:** For your financial management system vendor, choose **'Write on local account, budget and actuals'**.
4. Once you're done, click **Save Changes** at the bottom of the window to add the vendor subscription.
5. Once your vendor is added, back on the main page, you will see them listed along with security credentials (API key and secret). Your security credentials (API key and secret) should be kept private and should not be shared.



Help and Customer Service

- **Configuring your software to access the API:**
**Vendor Customer Service/
Help Desks**



Help and Customer Service

- **Using your software utility to prepare and submit your data:**
**Vendor Customer Service/
Help Desks**



Help and Customer Service

- **Understanding and using
WISEdata Finance:
School Financial Services Team**



WISEdata Finance Timeline



IMPORTANT: Current PI-1504/PI-1505 Budget & Annual Reports are still required for 2020-21 reporting.



Getting Ready: Now

1. **Get set up with your vendor when they inform you that they're ready to onboard you for WISEdata Finance**



What if our software isn't supported?

- **Alternative Reporting Mechanism (ARM) under development**

Only an option if your district/LEA does not have Ed-Fi certified financial software

Requires DPI approval to use

Involves account-level file upload



Getting Ready: Now

2. **Start cleaning up your local Chart of Accounts—what do you get in your vendor or PI-1505 invalid account listings?**



Fund Balance Accounts

Dec. 2020 Survey

Over half of districts were still using
the old (pre-WUFAR Revision 17)
fund balance accounts



Fund Balance Accounts

Obsolete since March 2011 (pre-WUFAR Revision 17)	Current (3-digit level, some have greater detail required)
931000 Reserved	935000 Nonspendable
932000 Designated	936000 Restricted
933000 Unappropriated	937000 Committed
	938000 Assigned
	939000 Unassigned



Getting Ready: Now

3. **Send your 2020-21 data
to test your connection &
familiarize yourself with
WISEdata Finance**



Getting Ready: Summer & Fall

1. **Keep your year end & audit processes on time**

Reconcile cash to May 31 in June, then reconcile to June 30 in July

Stay on top of your pre-audit/audit checklists



School Finance Fact

#1 reason for late reports & audits

**Cash was not reconciled to June 30
when the auditors showed up**



Getting Ready: Summer & Fall

2. Complete and submit your
2020-21 PI-1505-AC, PI-1505,
and School Level Annual
Reports on time



Getting Ready: Summer & Fall

2½. Make sure your PI-1505 ending balances match the ending balances on your books!

WISEdata Finance will not collect beginning (-001) and ending (-002) balances—your PI-1505 ending balances for 2020-21 become your starting balances in WISEdata Finance for 2021-22



Getting Ready: Summer & Fall

3. **After your PI-1505 is submitted,
send your 2020-21 data to
WISEdata Finance again and
compare the two**

We'll be doing our own comparisons as well



What to Compare: PI-1505 vs. WDF

- **Funds**

All there? In balance?

Totals of Expenditures, Revenues, Assets,
Liabilities, and Fund Balance



What to Compare: PI-1505 vs. WDF

- **Major Expenditures & Revenues**

Examples

Tax levy (R 211) and state aid (10 R 621)

Fund 10 to Fund 27 transfer

Open Enrollment, choice and charter

Capital Projects Fund



2021-22 WISEdata Finance Milestones

- **December 2021: “Budget report”
snapshot of 2021-22 budget data**

Can you submit budget amounts by account?



2021-22 WISEdata Finance Milestones

- **June 2022: “July 1 Estimate”**
snapshot of 2021-22 budget data

Are your budget amounts by account complete
and up-to-date?

Can you submit actuals by account?



2021-22 WISEdata Finance Milestones

- **September 2022: “October 15”
snapshot of 2021-22 actuals**

Is your cash reconciled to June 30?

Are your adjusting entries complete &
books balanced?



2021-22 WISEdata Finance Milestones

- **March 2023: “Reporting”**
snapshot of 2021-22 actuals

Audits & SFS Team reviews complete

2021-22 books are truly closed



What about addenda? Other reports?

- We are developing new reporting and auditing modules in the Wisconsin School Finance Portal (WiSFiP)



WISEdata Finance vs. WiSFiP

WISEdata Finance	WiSFiP
Data repository linking your financial software system directly to DPI	Modules drawing upon WISEdata Finance, user data collection, and other sources to compile, review, and audit data needed for state aids and federal reporting



Coming Soon to WiSFiP

- High Cost Special Education Aid Claim
- Online WUFAR (2021-22 COA)
- Tax Levy Report
- Debt Schedules
- Referendum and Energy Efficiency Reporting



Final Takeaways

- **Vendors start the onboarding process**
- **3 steps: WISEhome access, vendor setup, then push data**
- **You will do your last PI-1505 this fall**

We'd still like you to update your PI-1504 this spring



Contact

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Questions? Comments?

